

**DIRECTOR, OCDETF FUSION CENTER**  
**ES-905 and ES-301**  
**DEPARTMENT OF JUSTICE**  
**CRIMINAL DIVISION**  
**ORGANIZED CRIME DRUG ENFORCEMENT TASK FORCES**  
**WASHINGTON, D.C.**  
**VACANCY ANNOUNCEMENT NUMBER - 06-CRM-SES-05**

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**About the Office:**

The OCDETF Program is a nationwide program which combines the resources and expertise of numerous federal investigative agencies and prosecutors, together with state and local counterparts, in concentrated, long-term investigations designed to disrupt and dismantle major narcotics trafficking and narcotics-related money laundering organizations. The participating agencies include: the U.S. Attorneys, the Criminal and Tax Divisions of the Department of Justice, the Federal Bureau of Investigation, the Drug Enforcement Administration, the U.S. Marshals Service, U.S. Immigration and Customs Enforcement, the Internal Revenue Service, the U.S. Coast Guard, the Bureau of Alcohol, Tobacco, Firearms and Explosives, and hundreds of state and local law enforcement agencies throughout the country.

The Fusion Center is designed to enhance the OCDETF Program's overall capacity to engage in intelligence-driven enforcement. By integrating and analyzing law enforcement and intelligence data that, historically, has been segregated by organizational and technical boundaries, the OFC has created a powerful information and analytical capability not previously available. The OFC is expected to greatly increase OCDETF's ability to disrupt and dismantle major drug trafficking and money laundering organizations.

**Responsibilities and Opportunity Offered:**

The successful candidate will serve as the Director of the Organized Crime Drug Enforcement Task Forces (OCDETF) Fusion Center, reporting under the direct supervision of the Director of the Organized Crime Drug Enforcement Task Forces Program. of the Department in pursuing effective relations with foreign counterparts.

The Director of the Organized Crime Drug Enforcement Task Forces (OCDETF) Fusion Center:

- is responsible for a variety of functions that involve direction and oversight of the OCDETF Fusion Center, a comprehensive data center containing all drug and related financial intelligence information from the OCDETF-member investigative agencies, as well as the National Drug Intelligence Center, and the Financial Crimes Enforcement Network;
- will be responsible for a broad range of management, financial, programmatic, and administrative functions that are critical to the planning, policy direction, operation and problem solving for the OCDETF Fusion Center;
- will supervise a staff consisting of law enforcement investigators, intelligence analysts, attorneys, and support staff deemed necessary for the performance of the office, and will have overall responsibility for the management and functioning of the OCDETF Fusion Center;
- will have day-to-day responsibility for providing policy, administrative, and financial guidance and support to the Director of the OCDETF Program and to its member agencies, at the headquarters and field levels, and to prosecutors nationwide; and
- will oversee formulation and implementation of an annual budget of more than \$35 million and will be required to develop policies and procedures to support continued development, maintenance, and expansion of the OCDETF Fusion Center's technical infrastructure.

**MANDATORY QUALIFICATIONS:**

To receive serious consideration, applicants for this position must demonstrate successful performance and creative leadership in prior managerial position(s). The applicants also must demonstrate skill in handling multi-agency relationships and coordinating among entities that operate in multiple jurisdictions.

Applicants for this position **must** provide a narrative that demonstrates strong possession of all professional/technical

skills listed below **AND** a narrative describing successful performance and creative leadership in prior managerial positions for each of the five Executive Core Qualifications (ECQ's) as established by the U.S. Office of Personnel Management (OPM) outlined below under Executive/Managerial Requirements. The ECQ's are designed to assess executive experience and management potential, not technical expertise. OPM's Guide to Senior Executive Service Qualifications can assist you in writing an effective SES application. The Guide is available on OPM's Website at: <http://www.opm.gov/ses/handbook.html>

### **Professional/Technical Requirements:**

- 1) Experience dealing with complex legal and policy issues;
- 2) Familiarity with Federal regulatory and investigatory agencies particularly those with jurisdiction to investigate violations of narcotics and money laundering statutes;
- 3) Experience in supervising the development and delivery of administrative and financial guidance and reports;
- 4) Ability to establish and maintain harmonious relationships with the public, members of Congress, and law enforcement officials, both nationally and internationally, with respect to assigned areas; and
- 5) Ability to serve as a spokesperson for one's organization.

### **Specialized Education:**

There is no specialized education requirement for the 301 series/occupation code.

However, to qualify for the 905 series/occupation code, you must be a graduate from a law school accredited by the American Bar Association and be a member in good standing of a state, territory of the United States, District of Columbia, or Commonwealth of Puerto Rico bar.

### **EVALUATION:**

Candidates will be evaluated on the **professional/technical requirements** identified above based on their total background, i.e., education, training, self-development, awards, outside activities, performance appraisal, as well as work history. If candidates are found to possess all technical requirements, they will then be evaluated based on the **Executive Core Qualifications** as established by the U.S. Office of Personnel Management (OPM) outlined below.

### **Executive/Managerial Requirements:**

**ECQ 1 - LEADING CHANGE.** This core qualification encompasses the ability to develop and implement an organizational vision, which integrates key national and program goals, priorities, values, and other factors. Inherent to it is the ability to balance change and continuity--to continually strive to improve customer service and program performance within the basic Government framework, to create a work environment that encourages creative thinking, and to maintain focus, intensity and persistence, even under adversity.

- **Leadership Competencies:** Creativity & Innovation, Continual Learning, External Awareness, Flexibility, Resilience, Service Motivation, Strategic Thinking, Vision

**ECQ 2 - LEADING PEOPLE.** This core qualification involves the ability to design and implement strategies, which maximize employee potential and foster high ethical standards in meeting the organization's vision, mission, and goals.

- **Leadership Competencies:** Conflict Management, Cultural Awareness, Integrity/Honesty, Team Building

**ECQ 3 - RESULTS DRIVEN.** This core qualification stresses accountability and continuous improvement. It includes the ability to make timely and effective decisions and produce results through strategic planning and the implementation and evaluation of programs and policies.

- **Leadership Competencies:** Accountability, Customer Service, Decisiveness, Entrepreneurship, Problem Solving, Technical Credibility

**ECQ 4 - BUSINESS ACUMEN.** This core qualification involves the ability to acquire and administer human,

financial, material, and information resources in a manner which instills public trust and accomplishes the organization's mission, and to use new technology to enhance decision making.

- Leadership Competencies: Financial Management, Technology Management, Human Resources Management

**ECQ 5 - BUILDING COALITIONS/ COMMUNICATION:** This core qualification involves the ability to explain, advocate and express facts and ideas in a convincing manner, and negotiate with individuals and groups internally and externally. It also involves the ability to develop an expansive professional network with other organizations, and to identify the internal and external politics that impact the work of the organization.

- Leadership Competencies: Influencing/Negotiating, Interpersonal Skills, Oral Communication, Partnering, Political Savvy, Written Communication

**Travel:** Domestic and international travel is possible.

**Salary Information:** \$109,808 to \$152,000\*

\*SES pay is determined within the pay range, commensurate with experience, superior leadership qualifications, and/or other competencies consistent with the agency mission, contingent on Department pay-setting rules.

**Location:** Organized Crime Drug Enforcement Task Forces Fusion Center, Merrifield, Virginia, and the Executive Office for the Organized Crime Drug Enforcement Task Forces, Criminal Division, Washington, D.C.

**How to Apply:**

Applicants may choose one of three job application procedures. You may:

- (1) submit Optional Form (OF) 612, Optional Application for Federal Employment;
- (2) a resume – please note that there are minimum requirements for resume content which are described in OPM Pamphlet OF-510, Applying for a Federal Job (copies of the OF-510 are available in most Federal agencies); or
- (3) Standard Form 171, Application for Federal Employment.
- (4) For additional information or copies of forms, please call (202) 514-2811.

To receive full consideration, applicants must submit a separate supplementary statement addressing each of the Professional/Technical **and** Executive/Managerial Requirements listed above. Applicants must meet qualification requirements by the closing date of the announcement.

In addition, if you are a current or recent Federal employee, you must submit a performance appraisal issued within the past 12 months, or if none exists, a statement to that effect and a copy of your latest Notification of Personnel Action (SF-50).

**Preference is to receive an application via e-mail at [SES.CRMJOBS@USDOJ.GOV](mailto:SES.CRMJOBS@USDOJ.GOV) or faxed to (202) 353-0775.**

Mailed applications **MUST BE RECEIVED BY CLOSING DATE** at:

Department of Justice/Criminal Division  
McPherson Square, P.O. Box 27599  
Attn: Ann Grace  
Human Resources Management Staff,  
Bond Building, Suite 5000  
Washington, DC 20038

Applications must be **received by the closing date** to receive consideration.

**CONTACT:** Ann Grace

**CONTACT PHONE:** 202-305-4248

**E-MAIL:** [SES.CRMJOBS@USDOJ.GOV](mailto:SES.CRMJOBS@USDOJ.GOV)

## **OTHER INFORMATION:**

- The managerial qualifications of a selectee who is not a current or former career Senior Executive Service (SES) employee must be approved by the Office of Personnel Management (OPM) before appointment. In addition, individuals entering the SES career service for the first time are subject to a one-year probationary period.
- If the selectee is not a current employee of the Offices, Boards, or Divisions of the U.S. Department of Justice, he/she will be required to submit to a urinalysis to screen for illegal drug use prior to appointment.
- Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, politics, marital status, disability, age, sex, sexual orientation, membership or non-membership in an employee organization, or on the basis of personal favoritism.
- The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities and will reasonably accommodate the needs of those persons. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, and to ensure that persons with disabilities have every opportunity to be hired and advanced.

### **Internet Sites:**

This and other attorney vacancy announcements can be found at

<http://10.173.212/oarm/attvacancies.html>

For more information about the Criminal Division, visit the Criminal Division Web page at:

<http://www.usdoj.gov/criminal/criminal-home.html>

### **Department Policies:**

*The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination based on color, race, religion, national origin, politics, marital status, disability, age, sex, sexual orientation, status as a parent, membership or nonmembership in an employee organization, or personal favoritism. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973 to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice. This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.*

*It is the policy of the Department to achieve a drug-free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment. Employment is also contingent upon the completion and satisfactory adjudication of a background investigation. Only U.S. citizens are eligible for employment with the Executive Office for Immigration Review and the United States Attorneys' Offices. Unless otherwise indicated in a particular job advertisement, non-U.S. citizens may apply for employment with other organizations, but should be advised that appointments of non-U.S. citizens are extremely rare; such appointments would be possible only if necessary to accomplish the Department's mission and would be subject to strict security requirements. Applicants who hold dual citizenship in the U.S. and another country will be considered on a case-by-case basis.*

*There is no formal rating system for applying veterans preference to attorney appointments in the excepted service; however, the Department of Justice considers veterans preference eligibility as a positive factor in attorney hiring. Applicants eligible for veterans preference are encouraged to include that information in their cover letter or resume and attach supporting documentation (e.g., the DD 214 or other substantiating documents) to their submissions.*